

## HICKORY COUNTY POSITION DESCRIPTION

OFFICE	Road & Bridge Department
RECOMMENDED POSITION TITLE	Road & Bridge Maintenance Worker
RECOMMENDED SALARY RANGE	Four Step Salary Plan (Hourly)

### PURPOSE OF POSITION

The purpose of this position is to assist with the day-to-day operations of the County's Road & Bridge Department.

DUTIES and RESPONSIBILITIES (Description of the normal duties of the position. These are not to be construed as exclusive or all-inclusive.)

- \* Accept assignments from the Road & Bridge Supervisor to accomplish the workload of the Department.
- \* Responsible for the day-to-day maintenance and upkeep of all county roads.
- \* Responsible for the day-to-day maintenance and upkeep of county road equipment.
- \* Responsible for keeping records on a time sheet of roads and hours worked.
- \* Keep the Road & Bridge Supervisor informed of the status of any and all county roads in your area you are assigned to work.
- \* Report to supervisor all inquiries and complaints from taxpayers applicable to county roads.
- \* Participate in all safety & training programs of the Road & Bridge Department.

DESIRABLE QUALIFICATIONS AND EXPERIENCE

- \* Possession of a valid Commercial Driver's License (CDL
- \* Must be able to obtain CDL within 60 days of Employment.
- \* Be a Hickory County resident.
- \* Previous experience as a grader operator.
- \* Have mechanical experience applicable to equipment and machinery for road & bridge operations.
- \* Familiarity with the operations of heavy equipment.
- \* Ability to communicate in writing and orally in a concise and clear manner.
- \* High school diploma or a GED.